

COMMUNITY CONNECTIVITY GRANT PROGRAM (CCGP)

GRANT PROGRAM APPLICATION

Grant applications will be accepted until 4:00 p.m. on Friday, July 21, 2023.

Section 1 - Identification and Required Documentation

The Identification and Documentation criteria will provide general information about the applicant and the proposed project, as well as an endorsement by the Municipality.

1.1 Applicant Municipality:

Town/ City of: _____

Street Address / PO Box: _____

Zip Code: _____ Council of Government: _____

1.2 Authorized Signatory Information: Note: The title of the Authorized Signatory may be changed to reflect the appropriate title with respect to your municipality's form of government (i.e., Mayor, Town Manager, First Selectman, etc.)

Full Legal Name: _____

Title: _____

Telephone Number: _____ Ext: _____

Email Address: _____

1.3 Applicant Information (Applicant is the individual filling out the application for the Municipality):

Name: _____

Title: _____

Telephone Number: _____ Ext: _____

Email Address: _____

1.4 Primary Project Contact (technical lead responsible for overseeing project design)

Name: _____

Title: _____

Telephone Number: _____ Ext: _____

Email Address: _____

1.5 Project Cost / Funding Requested

Requested amount of funding for this project (cannot exceed \$800,000):

\$_____

1.6 Proposed Project Information:

Project Name:_____

Short description of proposed improvements:

Project location (Street name, state route number if applicable, address, GPS coordinates, etc.):

Does this project impact state-owned Right-of-Way? If yes, please provide the location and a brief explanation.

1.7 How would you best identify the type of improvement proposed:

- | | |
|---|---|
| <input type="checkbox"/> Complete Streets | <input type="checkbox"/> Improvements for Bicycles |
| <input type="checkbox"/> Speed Reduction Strategies | <input type="checkbox"/> Improvements for Transit users |
| <input type="checkbox"/> ADA/Access improvements | <input type="checkbox"/> Multi-Use Path |
| <input type="checkbox"/> Improvements for Pedestrians | <input type="checkbox"/> Other: _____ |

1.8 For what type(s) of facilities does this project propose to improve connectivity to?

- | | |
|--|--|
| <input type="checkbox"/> Community/Central Business Centers | <input type="checkbox"/> Education Centers (Schools) |
| <input type="checkbox"/> Commercial District (Shopping/Dining) | <input type="checkbox"/> Tourist Sites |
| <input type="checkbox"/> Major Employment Centers | <input type="checkbox"/> Recreational Facilities |
| <input type="checkbox"/> Municipal Facilities | <input type="checkbox"/> Transit Facilities |
| <input type="checkbox"/> Residential | <input type="checkbox"/> Other: _____ |

1.9 Complete Streets and ADA

Does your Municipality currently have a Complete Streets Plan?

☐ Yes ☐ No If yes, please provide link:_____

Does your Municipality currently have a Complete Streets Policy?

☐ Yes ☐ No If yes, please provide link:_____

Does your Municipality currently have an ADA Transition Plan?

☐ Yes ☐ No ☐ In Development - please explain:_____

If yes, please provide link:_____

1.10 Endorsement and Recommendation of Project

This page must be completed and signed to certify that the project is endorsed and supported by the Municipality. This document must be signed and included for the application to be considered complete.

Endorsement and Recommendation of Project by the Municipality

This page must be read and signed by the Authorized Signatory of the Municipality in order for the municipality/project to be considered for CCGP funding.

My signature below, as Authorized Signatory of the City/Town of, _____ indicates acceptance of the following and further certifies that:

1. I understand that should this grant application be approved, I will be required to sign an assistance agreement/contract with the assigned administering agency delineating the terms and conditions of this grant;
2. I will comply with any grant terms and conditions required by the administering agency;
3. I understand that various permits may be required by the administering agency or other agencies as required by either the Connecticut General Statutes or Connecticut regulations, or federal law;
4. I understand that funding associated with this grant application is one-time in nature and that there is no obligation for additional funding from the Connecticut Department of Transportation;
5. I understand that if this project warrants a Connecticut Environmental Policy Act (CEPA) review pursuant to Sections 22a-1 through 22a-1h of the Connecticut General Statutes that I will comply with such an environmental assessment. Further, if additional work is required to comply with CEPA I understand that there are costs associated with such a review and that the Municipality is in a position to continue with the proposed project despite this cost;
6. I understand that this application will be examined by the Connecticut Department of Transportation for consistency with the State Plan of Conservation and Development and that I may be contacted if additional information is required for that review;
7. I understand that projects which convert twenty-five or more acres of prime farmland to a nonagricultural use will be reviewed by the Commissioner of Agriculture, in accordance with Section 22-6 of the Connecticut General Statutes; and
8. I will supply the Connecticut Department of Transportation with all documentation supporting my authority to enter into an assistance agreement, including but not limited to applicable certified minutes and by-laws from the Municipality denoting my authority to apply for the grant and the authority to enter into such an agreement should a grant be awarded.
9. I understand that if this application leads to the award of a CCGP funding for this project, that no payment will be made for project expenses incurred prior to the start date or after the end date (as set forth in the fully executed contract), without advance written approval by the administering state agency.
10. I have read, in full, and agree to follow the requirements of, the Connecticut Community Connectivity Grant Program (CCGP) Guidelines and Project Administration Guide.

Authorized Signatory's Name (Please Print) _____

Title _____

Signature _____ Date _____

Section 2 – Description of Project and Purpose and Need

Provide a description of the proposed improvements as well as the purpose and need of the project. Project description should be clear and detailed so that a reviewer can easily understand the location and type of improvements. Purpose and need should clearly identify the current deficiencies or needs in the area that the proposed project would address. The narrative should also show how the project complements local and/or regional plans such as Complete Streets, Bike/Ped, Safety, and/or ADA transition plans.

Note: Please provide an aerial map in PDF format showing the location(s) and limits of the project.

Map should also identify any active transportation generators that the proposed project would improve connectivity to. This may include but not limited to community/central business centers, commercial districts, employment centers, municipal facilities, residential, education enters, transit facilities, recreational facilities, etc. Additionally, this map should identify any underserved communities (if applicable) that would benefit from the project.

Section 3 –Community Benefit

Please provide a description of how the proposed project would benefit the community and provide improvements in terms of **safety, accessibility, connectivity, and equity**.

Data¹ may be used to demonstrate how the project would equitably improve safety, accessibility, and connectivity within the context of the community. Narrative should also describe how the proposed project will create opportunities for residents and businesses by providing equitable levels of access to affordable and reliable transportation, including underserved communities. Available data¹ may be used to demonstrate how the project benefits underserved communities.

Note : In addition to the required description in this section, applicant may attach letters of support from the immediate community, public officials, Council of Government or advocate groups.

¹ Applicants are encouraged to use available data including that found on the [Department's Open Data Portal](#) or other sources such as: [CT Crash Repository](#), [CT GeoData Portal](#), [EPA Environmental Justice Screening and Mapping Tool](#) or other state, federal, or local sources.

Section 4 – Budget

A detailed cost estimate shall be submitted with this application. A sample cost estimate form can be found on the Community Connectivity Program webpage at: <http://ctconnectivity.com/ccgp/>. Cost estimates should provide enough detail and accuracy to demonstrate that the proposed project can realistically be accomplished within the requested grant amount. Cost estimate must show that reasonable thought went into the planning of the proposed improvements. Major construction items should be included to demonstrate comprehension of the complexity of the overall project

If the project cost estimate exceeds the requested grant amount, the Municipality should explain or demonstrate the ability to complete the project with local funds or other resources. Federal funds cannot be used as a contributory source for CCGP.

Section 5 – PROJECT READINESS

Please provide background and a description of the level of development that has gone into this project so far. This will help to answer the question of whether the project can be realistically completed within the proposed timeline and with the requested grant amount. Also include a description of known potential impacts (or enhancements) relating, but not limited, to environmental, historical, natural, or social resources, as well as rights-of-way and/or state-owned facilities.

For example, an application with evidence of scoping, outreach and/or preliminary engineering work can increase confidence in the resulting schedule and estimate.

Please attach the following additional information in digital format, as applicable:

- ☐ Comprehensive Concept Plans
- ☐ Preliminary Engineering Plans (if available)
- ☐ Proposed project schedule (estimate for final design completion, construction start and completion, etc.)